

**BUILDING & GROUNDS COMMITTEE MEETING  
MINUTES**

January 3, 2023

**Members Present:** Pam Deppe, Sam Cahnman, Brad Miller, Vera Small, Jeff Thomas, Paul Truax

**Members Absent:**

**Others Present:** Byron Deaner, Kim Jackson, Denise McCrady (Secretary)

Chair Deppe called the meeting to order at 5:15 p.m.

A motion to approve the minutes from December 5, 2022 was made by Truax and seconded by Thomas. Motion carried (5-0) with Cahnman abstaining.

Kim Jackson, Information Systems, requested approval of five purchase orders. A motion to approve the requests was made by Thomas and seconded by Small. Motion carried (6-0).

Byron Deaner Facilities Manager, requested approval of a professional services agreement. A motion to approve the request was made by Truax and seconded by Miller. Motion carried (6-0).

Deaner reported an emergency purchase order approval and presented his monthly project update report.

A motion to accept the purchase reports was made by Miller and seconded by Truax. Motion carried (6-0).

There was no Old Business or Public Comment.

A motion to adjourn was made by Small and seconded by Thomas. Motion carried (6-0).

Meeting adjourned.